



**PRESENT:**

Mr. Russell J. Gulley, Chairman  
Mr. F. Wayne Bass, Vice Chairman  
Mr. Sam R. Hassen  
Dr. William P. Brown  
Mr. Reuben J. Waller, Jr.  
Mr. Kirkland A. Turner, Secretary to the Commission,  
Planning Director

**ALSO PRESENT:**

Mr. Glenn E. Larson, Assistant Director, Advance Planning  
and Research and Information Section, Planning Department  
Mr. Michael E. Tompkins, Assistant Director,  
Development Review Section, Planning Department  
Ms. Beverly F. Rogers, Assistant Director, Zoning and  
Special Projects Section, Planning Department  
Ms. Barbara L. Fassett, Planning Administrator, Advance Planning  
and Research Section, Planning Department  
Mr. Steven F. Haasch, Principal Planner, Advance Planning and  
Research Section, Planning Department  
Mr. Zachary Mayo, Planning Data and Geographic Analyst,  
Advance Planning and Research Section, Planning Department  
Ms. Linda N. Lewis, Administrative Assistant, Administration  
Section, Planning Department  
Ms. Tara McGee, Assistant County Attorney,  
County Attorney's Office  
Mr. Allan M. Carmody, Director,  
Budget and Management Department  
Ms. Carol Judkins, Budget Analyst,  
Budget and Management Department  
Mr. James R. Banks, Assistant Director,  
Transportation Department

Mr. Steven E. Simonson, Senior Engineer,  
Transportation Department  
Mr. Randolph Phelps, Senior Engineer,  
Utilities Department  
Chief Thierry G. Dupuis, Chief, Police Department  
Chief Paul W. Mauger, Chief, Administration,  
Fire Department  
Chief Stuart Dalton, Battalion Chief, Fire and  
Emergency Services, Fire Department  
Mr. Robert C. "Rob" Key, Director,  
General Services Department  
Mr. Charles Dane, Airport Manager,  
General Services Department  
Mr. Barry E. Matthews, Waste and Resource  
Recovery Manager, General Services Department  
Mr. Michael Mabe, Director, Library Services  
Mr. Michael S. Golden, Director,  
Parks and Recreation Department  
Ms. Lynell McClinton, Chief of Administrative Services,  
Parks and Recreation Department  
Mr. Bruce Dove, Assistant Director, Parks,  
Parks and Recreation Department  
Mr. Phil Innis, Assistant Director, Recreation Division,  
Parks and Recreation Department  
Mr. Stuart Connock, Jr., Chief of Park Design  
and Construction, Parks and Recreation Department  
Ms. Cynthia O. Richardson, Director of Planning,  
School Administration  
Dr. Mike Etienne, Communications Specialist,  
Planning Department, School Administration  
Sheriff Dennis S. Proffitt, Sheriff's Office

### **ASSEMBLY AND WORK SESSION**

Messrs. Gulley, Bass, Hassen, Brown, Waller and staff assembled at 9:00 a. m. in the Multipurpose Meeting Room (1<sup>st</sup> Floor) of the Chesterfield County Community Development Building, 9800 Government Center Parkway, Chesterfield, VA, for a work session to discuss the following:

- 9:00 – 9:15: Introduction/Preliminaries by Planning Department**
- 9:15 – 9:45: Fire & Emergency Medical Services Presentation & Questions**
- 9:45 – 10:15: Police Presentation & Questions**
- 10:15 – 10:45: Libraries Presentation & Questions**
- 10:45 – 11:15: Parks & Recreation Presentation & Questions**
- 11:15 – 12:00: Schools Presentation & Questions**
- 12:00 a.m. – 1:00 p.m.: RECESS FOR LUNCH.**
- 1:00 – 1:20: Transportation Presentation & Questions**
- 1:20 – 1:40: Sheriff's Office Presentation & Questions**
- 1:40 – 2:00: Waste & Resource Recovery Presentation & Questions**

2:00 – 2:20: Airport Presentation & Questions  
2:20 – 2:40: Utilities Presentation & Questions  
2:40 – 3:00: Tower Siting Policy Presentation & Questions  
3:00 p.m. OVERVIEW OF THE CASH PROFFER POLICY – ALLAN CARMODY.  
3:30 p.m. RECESS TO PUBLIC MEETING ROOM.  
4:00 p.m. CLOSED MEETING pursuant to the Virginia Freedom of Information Act, § 2.2-3711(A)(19), Code of Virginia, 1950, as amended, for discussion of plans related to the security of any governmental facility, building or structure or the safety of persons using such facility, building or structure, such facility being the County Administration Building.  
**Adjournment.**

Mr. Gulley called the meeting to order, introduced new Commission members and welcomed those present.

#### **INTRODUCTION/PRELIMINARIES BY PLANNING DEPARTMENT.**

Mr. Haasch explained the purpose the meeting, noting presentations would be made by staff members from various departments. He explained the goal, purpose and scope, key objectives and the proposed timeline for development of the *Plan*.

#### **PRESENTATIONS BY FIRE & EMERGENCY MEDICAL SERVICES; POLICE DEPARTMENT; LIBRARIES; PARKS & RECREATION; AND SCHOOLS.**

Presentations were made by representatives of the Fire and Emergency Medical Services Department; Police Department; Library Services; Parks and Recreation Department; and School Administration.

#### **RECESS FOR LUNCH.**

The Commission recessed .at 11:30 a.m. for lunch and reconvened the meeting at 1:00 p. m.

#### **PRESENTATIONS BY TRANSPORTATION; SHERIFF'S OFFICE; WASTE & RESOURCE RECOVERY; AIRPORT; UTILITIES; AND PLANNING.**

Presentations were made by representatives of the Transportation Department; Sheriff's Office; Waste and Resource Recovery; Airport; Utilities Department and Planning Department.

During the course of the meeting, staff answered questions and the following list of issues was suggested by the Commission for further review/discussion:

##### **General (All Departments)**

- Information Technology and facility planning (what technology is used in each facility type)

##### **General (Planning)**

- Methodology for 2026 Development Forecast

### **Schools**

- What to do with the 'old' Clover Hill High School? If used as a Middle School, how much to convert vs. building new – effect on facility recommendations
- Need School Board to determine acceptable levels of capacity?
- Some proposed sites do not have public utilities – extensions to serve schools may open up areas for development
- Middle school redistricting and effects on enrollment projections (redistricting) and facility location recommendations
- Encourage partnering with businesses, economic development department for specialized workforce training

### **Transportation**

- Current level of service breakdown for all roads and what it would take to bring all roads up to level of service D
- Cost of cloverleafs and flyovers

### **General Services (Airport)**

- Developments approved against the recommendations of the Comprehensive Plan in the airport impact area (acres/units?)

### **Right-of-Way**

- Process by which the county purchases properties for public facilities

### **County Attorney's Office**

- Illegal residential irrigation in the Lake Chesdin area – case status/update

## **OVERVIEW OF THE CASH PROFFER POLICY–MR. ALLAN CARMODY–DIRECTOR OF BUDGET AND MANAGEMENT.**

Mr. Allan Carmody and Ms. Carol Judkins presented an overview of the County's Cash Proffer Policy and answered questions from the Commission.

## **RECESS TO PUBLIC MEETING ROOM AND CLOSED SESSION.**

At 3:40 p. m., the Commission concluded the Work Session.

On motion of Mr. Bass, seconded by Dr. Brown, the Commission went into Closed Session pursuant to the Virginia Freedom of Information Act, § 2.2-3711(A)(19), Code of Virginia, 1950, as amended, for discussion of plans related to the security of any governmental facility, building or structure or the safety of persons using such facility, building or structure, such facility being the County Administration Building.

Ayes: Messrs. Gulley, Bass, Hassen, Brown and Waller.

The Commission traveled from the Community Development Building to the Public Meeting Room in the Administration Building for the Closed Session.

Reconvening:

Upon conclusion of the Closed Session, it was on motion of Mr. Bass, seconded by Mr. Hassen, that the following resolution was adopted:

Whereas, the Planning Commission has this day adjourned into Closed Session in accordance with a formal vote of the Commission and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, the Virginia Freedom of Information Act provides for certification that such Closed Session was conducted in conformity with the law.

NOW, THEREFORE BE IT RESOLVED, the Planning Commission does hereby certify that to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Session to which this certification applies, and ii) only such public business matters as were identified in the Motion by which the Closed Session was convened were heard, discussed, or considered in the Closed Meeting by the Commission.

The Commission being polled, the vote was as follows:

Mr. Gulley	Aye.
Mr. Bass	Aye.
Mr. Hassen	Aye.
Dr. Brown	Aye.
Mr. Waller	Aye.

#### **ADJOURNMENT.**

There being no further business to come before the Commission, it was on motion of Dr. Brown, seconded by Mr. Hassen, that the meeting adjourned at 4:30 p. m. to February 19, 2008, at 2:00 p. m. in the Multipurpose Meeting Room of the Chesterfield County Community Development Building, 9800 Government Center Parkway, Chesterfield, VA.

AYES: Messers. Gulley, Bass, Hassen, Brown and Waller.

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Chairman/Date

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Secretary/Date